

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P. O. BOX 942850
Sacramento, CA 94250-5878

DATE: March 15, 2017

PERSONNEL LETTER #17-007
(Civil Service Only)

TO: All Agencies in the Uniform State Payroll System

FROM: Debra Spellman, Chief
Personnel/Payroll Services Division

RE: **Item 445 – Ethnic Origin**

Assembly Bill 532, enacted into law in October 2015, requires the option of selection for one or more ethnic or racial designations individually, or a “multiracial” designation, when reporting/collecting ethnicity data for State employees. To implement AB 532, the California Department of Human Resources (CalHR) issued a revised State Employee Race/Ethnicity Questionnaire, CalHR 1070 (Rev. 01/17). Please refer to form CalHR 1070 at <http://www.calhr.ca.gov/Documents/calhr-1070.pdf> for completion instructions. The new CalHR 1070 introduces the ethnicity group of “Multiple Races” identified by the value X, and also consolidates much of the ethnic origin content to either remove or merge/rename existing codes.

In order to accommodate the policy change, the State Controller's Office made the following changes to Item 445 effective February 1, 2017.

NEW

(X) Multiple Races (Non Hispanic or Latino)

ABOLISHED

- (A) Mexican, Mexican-American/Chicano
- (B) Puerto Rican
- (C) Cuban
- (O) Aleut
- (N) Eskimo

MERGED/RENAMED

- (D) Hispanic or Latino (alone or in combination with any other race)
- (F) Black or African American
- (R) Guamanian
- (H) American Indian or Alaska Native
- (S) Multiple Asian or Other Asian
- (T) Multiple Pacific Islander or Other Pacific Islander

Section 2.59.1; Item 445 - Ethnic Origin has been updated in the Personnel Administration Manual (PAM) to reflect these changes.

To ensure the quality of data, employees who may be in an abolished ethnic origin code should complete an updated CalHR 1070. Agency Human Resources personnel may use the CalHR 1070 to update records for an employee by keying a 445 transaction into PIMS.

SUBJECT AREA	CONTACT	TELEPHONE NUMBER
Program Administration (e.g., rules, regulations, benefits/pay impacts)	Personnel Services Branch CalHR	(916) 323-3343
General Payroll Procedures Disability Payroll Procedures Employment History Procedures	Customer Contact Center SCO	(916) 372-7200

DS:AB:PMAB